

Work Sessions:

- Work session on Monday, July 17th at 5:15PM to discuss Solid Waste Enterprise Fund.
- Work Session August 7 @ 4:30PM to discuss Community Development followed by Enterprise Fleet program.
- Work Session August 8 @ 4:00PM to discuss St. Marys Maritime Center. This would be followed by a Special meeting at 5:30 PM for consideration of agreement with JDA.

City Clerk:

- Council work requests
- Day to Day issues
- Open Records

Personnel:

- Police Officer Positions open.
- Positions open in Public Works and Water Department.
- Working with Directors on 2018 Safety and Wellness Grant applications.
- Scheduling a Job Fair, coordinating with the Department of Labor and other agencies, to be held August 4th, 11am-2pm, at the St. Marys Senior Center.

Police

- Grant was awarded for Body Cameras on 16th of June. All communities have accepted the grant and cameras have been purchased. No cost amendment to purchase additional items, cameras came in under budget, as approved. Training and Public outreach programs are underway.
- Continuing to emphasize Community Policing.
- GDOT looking at option of a possible Hawk Light pedestrian crossing at the Middle School. Discussed with GDOT during STIP meeting and they are 50% completed on the study.

Finance

- Advanced Disposal met with City staff to coordinate:

- Trash receptacles along St. Marys Street
- Updating and coordination of web site information.
- Notifications of rules governing trash/recycling collection to residents.

Community Development

- City Master/Visioning Plan: Placed on August 7 Council meeting agenda for consideration by City Council. This may be delayed until the second meeting in August as we are working on setting up a work session.
- FEMA: The new flood map is expected to become effective on December 21, 2017. Residents are invited to come to the Community Development Office to see how the new map impacts their property.



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- Projects/Businesses:
 - Barnett Southern six month project is underway. Approved meeting of March 6, 2017
- Villages at Winding River Phase II: Development agreement is under review.
- Walmart Parking Lot: Code enforcement has addressed the issue of the pothole located on private property with the owner/property manager.
- Newspaper Kiosks: Mr. Canning raised this question. This will be addressed under the Streetscape project working in cooperation with the publishers and proper review of proposed design by HPC.

Fire Department

- Emergency Management Action plans are being updated for the City.
- Chief Horton and Chief Hatch serve on the Radio review Committee.
 - Issues involve VHS verses 700/800 MHZ system. Federal government is moving public safety agencies to the 700/800 MHZ range from the VHF range. Update provided meeting of March 6, 2017.
 - Barrow County Article submitted under separate correspondence dated 3/13/17
 - 911 meeting held at the police station at 1:00PM on May 1 to review MHZ proposal.

- Working on St. Marys preliminary costs for review and looking at grant option.
- Working with County 911 Committee.
- Applied for Emergency readiness grant funding for generators at the end of May 2016. We have had the preliminary application accepted and have submitted the full application for consideration. We have been asked for additional information and said information has been submitted.

Public Works

- Water Meter Testing: Awarded second grant for professional services to complete flow testing. Mr. Marr is working to complete this project.
- Ready Street Drainage Project: Corps of Engineers Permitting will be looking at the outfall structure under a National permit.
 - DNR has put this project out for public notice with end date for written comments of July 17, 2017.
- Gateway Redevelopment Project: Contract awarded May 15, 2017 Council meeting and starts July 1, 2017.
- HODAG: Douglas Drive
 - Developed budget for Easements, Legal, Engineering complete.
 - Attorney has sent letters to homeowners based on surveys and appraisals. We are providing additional contact information as needed.
 - Three of six easements have been obtained. Mr. Moore is following up on remaining properties.
 - Authorization to initiate condemnation proceedings on remaining three rights of way approved at the July 3, 2017 meeting.
- Orange Hall: Recommendation for award of engineering contract approved at the July 3, 2017 Council meeting.
 - Top floor and basement of Orange Hall have been closed to visitors due to safety concerns with the railing and staircase.
- City Hall: Architectural and engineering design is underway, approved meeting of December 5, 2016. This is to meet ADA, safety and security standards with construction funds to be proposed in the 2017/18 budget. Project moved to 2019 Capital budget due to emergent repairs at Orange Hall.
- Clear Wells: Three in the City. Engineering contract awarded meeting award of July 3, 2017. GEFA funding application has been submitted for this project and is scheduled to be reviewed for approval by the GEFA Board at the November 2017 meeting.

- **GDOT State Transportation Improvement Plan Projects (St. Marys):** Projects applied for by St. Marys or can be initiated by the State. Contacted GDOT Regional office for updates this week and they have advised that they will check on the current status of all the projects.
 - **Motion for STIP approved meeting of July 3, 2017 and presented at the STIP meeting of July 11 by Mr. Marr, Mayor Morrissey and I. Local projects have been included as GDOT may have alternative funding sources.**
 - Colerain Road widening project from West of I 95 to East of Kings Bay Road to start in 2017 (Project #0007414) \$27,713,546. Clearing of areas to be worked is to be 50% complete in August 2017. The City's utilities are included as part of the project.
 - SR Spur 40- RRX Warning Device (Project 0009346) \$159,181. **This was reviewed in the STIP meeting of July 11, 2017.**
 - Improved lighting at the intersection (Project PI0015194)
 - Joint request submitted by Kingsland and St. Marys in April 2016.
 - Preliminary engineering funds (\$250,000) are programmed now.
 - Construction funding (\$2M) programmed in FY 2019. **This was reviewed in the STIP meeting of July 11, 2017.**
 - Fully executed agreement between GDOT and City attached.



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- Interstate 95 Exit 1 Improvement Requests from City to GDOT (City Request)
 - **This was reviewed in the STIP meeting of July 11, 2017.**

Grant Opportunities/Applications:

- NOAA Community Base Marine Debris Removal Grant: Jeff Adams. Will resubmit in October to obtain funding to remove sunken boats. Usually due by November 2nd. GDOT Roadside Enhancement and Beautification Grant: Bobby Marr: Need to look at for Route 40 and Spur 40.
- **LMIG: Notice of grant for 2018 grant year in the amount of \$220,328.30 was received from GDOT. These funds will be programmed in the City 2019 FY budget. City match will be \$72,709.00. This is tentatively scheduled for the August 7th or 21st Council meeting.**

- Coastal Regional Commission: \$17,800 awarded to the City and PSA towards construction of a bathroom facility at the Tabby Ruins. **Awaiting notice for date of ribbon cutting to open the new Trail Head facility.**
 - **Working on 2017 application, due July 30th. This would be a widening project from Point Peter Road and Osborne to Sweetwater Park.**
- BIG Grant – September 26, 2017. DNR, City Staff, Engineer for the Gilman Dock.
 - DNR Permit being addressed. Consideration for Maritime Engineer to complete permit work approved meeting of March 6, 2017.
 - Big Grant \$100,000K or less is a smaller version of the BIG grant and would require a 1 to 1 match. Application time frame is September 2017. **Looking at funding boat ramp engineering plans and specifications for rehabilitating the boat ramp on Wheeler Street.**
- DNR Clean and Resilient Facility Grant: Next application will be for the Gateway Dock which will be submitted if the BIG Grant is awarded.
- DOD OEA – Applications accepted cyclically. Awarded funding for the Master Visioning Plan in the amount of \$75,000.00. Submitted application for funding for future repurposing of the Airport site.
- Section 319 Water Quality Grant: Recommended for award by Georgia DNR Environmental Protection Division (\$382,333). This would include green areas, rain gardens, some storm water (improve storm water discharge quality), and permeable pavers.



Section 319 Grant -
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- Funding available Fall 2017
 - **Anticipate signing of Grant funding contract no later than October 1, 2017 as discussed in meeting of June 6, 2017 with EPD.**
 - Construction estimated start date of March 2018
- Bullet Proof Vest Grant: 2016 award is \$2,749.75.

Main Street/Economic Development

- Street/Sidewalk and Storm water Mitigation Project (Streetscape) moving forward:
 - Funding Sources:
 - LMIG \$400,000
 - Section 319 Water Quality Grant \$382,333 (Recommend for Award)



Section 319 Grant -
SHRIMP Project.msg

- General Fund \$600,000 (May be low interest loans)
 - Allows for matching funds for grants and allowance for non-grant items.
- Waste Fund \$50,000 (Trash and Recycling Cans)
- Private Donations (Brick and bench campaign)
- Concept plan and elements approved meeting of 4/17/17. Will have a 75% review. Engineering planning will be restarted as requested by DNR/EPD.
- Mid October 2017 for storm water permits (tentative).
- Construction estimated for March 2018.
- TAD: All documentation was submitted to the State Department of Revenue. No further action required for approval or filing. Working on application process.
 - Notification of assessed value of the District based on 2016 Digest information has been received. Estimated funding amount \$12,000.
 - Ms. Brown is working with the County Finance Officer and Tax Assessor on the proper transfer of these funds.
- Wayfinding: Mr. Marr will provide a schedule for installation of the signs. Looking to purchase an additional sign for Rte. 40 and St. Marys Road exit. This would make a total of six signs.
- Weed Street Sewer Plant: Traveled to New Smyrna Beach, Florida, to visit a STEM/Discovery Center on July 14 and 15th. Councilmembers Reilly and Williams were in attendance along with representatives from Georgia Southern University. This is one option for a future use of the Weed Street site.
- VA Center: Will be relocating from its current site to the Kings Bay Shopping Center. Interior work is underway and should be completed first week of August 2017. Economic development incentives approved at the April 3, 2017 Council meeting.
- Sweetwater Park: PSA working on Improvements. Cost of these improvements can be used as a match for the CSR 2017 Trail grant application.
- Tidal Clock: Draft Design is attached. This is being purchased and installed through the DDA with funds raised by the Rustapalooza events.



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Maritime Matters:

- City Maritime Facilities: Maritime engineer contract awarded at the November 21 meeting to Ball Maritime Group, LLC out of Savannah to review City owned maritime docking facilities including buoys and docks. We are looking to understand current conditions, acceptable mooring of vessels and planning for future repairs and needs. Both underwater and above surface inspections have been completed and the report has been submitted and is under review by staff. Draft copy of report sent under separate cover.
 - Working with DNR to develop funding options for this work.

Docks:

1. **MEETING STREET DOCK**: This is a DNR facility. They will extend the aluminum at North River boat ramp to accommodate more vessels for temporary service dock usage. Project is supposed to start soon but no hard date has been set. They are applying for a permit and work estimated to begin in August of 2017.
2. **WHEELER STREET DOCK**: The DNR permit for this City dock and ramp is ONLY for launching and retrieving boats. There are to be no boats attached to this dock unless they are launching or retrieving. This is strictly enforced since the USCG uses this dock for their access to the water.
 - a. Working with DNR on possible submission of a CIG Grant for engineering and design costs for boat ramp improvements.
3. **DNR PIER and DOCK**: This is the dock directly behind the bait/snack shop that is also known as the kayak dock which connects to the “fireworks” dock. DNR is planning on providing two kayak cradles for easier access, see attached PDF. DNR has them ready to go but are checking to see if a permit modification is required.



kayak launch.pdf

Records indicate that the “fireworks” dock is owned by the City and predates the DNR/kayak dock. When the DNR/kayak dock was permitted, the “fireworks” dock was attached to the end of the floating portion of the DNR/kayak dock.

At present, the DNR dock is a 30 minute dock and the connecting fireworks dock is a 6 hour limit with no overnight docking.

4. **GILMAN/GATEWAY DOCK**: The DNR dock permit is active. It is a 72 hour limit, no live-aboard dock. It has a fixed and floating portion. Working on a Boating Infrastructure Grant.

- a. Boat dock plans are ready for permit will be ready for submission to the DNR after meeting with DNR officials. Permit will be for entire project but this would be a three phase project.



Gateway Pier Update
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- b. Will apply for BIG Grant in September 2017.

5. **PAVILION DOCK**: This dock wraps around the existing pavilion. Revised ordinance will be provided for Council consideration as this dock has changed from fishing to boating.

6. **FISHING DOCK**: This dock is owned and maintained by DNR. This dock is for fishing only, with no provision for the docking of boats.

7. **NORRIS MARSH WALK**: This structure is City owned and for observing the marsh and no physical changes are anticipated.

8. **LANG'S PIERS/DOCKS**: These are privately owned and the City has no authority over their operation. We do inspect to ensure they meet the minimum of the Building Maintenance Code.

9. **NPS DOCKS**: These are owned and operated by the National Park Service for the Cumberland Island ferries and the NPS work boats.

10. **BUOYS**: These are city owned and permitted in Florida. They are currently at the Point Peter Waste Water Facility.

Administration:

- o Request for release of right of way: Allen Street 14 feet, 7 feet to a side.



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- o IT Strategic Planning: Part of the award of contract to NEOS included developing a five year plan for improving the municipalities IT systems. This project has started.
- o St. Marys Airport: The City was advised by Representative Carter's office that "The National Defense Appropriation Act" was signed by the president. The act included the funding for closing the airport for aviation use. The Navy is working on the appraisal, environmental study and survey of the property. Mr. Adams and

I are working on a plan to present to Mayor and Council for repurposing the property.

- DOD has completed Title review and City is owner in fee simple of the property.
- **The survey and appraisal work is under final review by DOD.**
- Costs to the City at this time that I foresee are staff time and attorney review costs as well as closure costs.
- City received letter from DOD advising that closing date will be September 14 at 11:59PM as opposed to, July 14, 2017 at 11:59PM. This is due to a delay in the 90 day federal notice requirement due to the late adoption of the FY 2017 Federal budget. Notice of revised closing date posted at the Airport terminal and sent to the Airport Authority
- RFP for assistance in identifying highest and best use for the Airport property has been advertised. RFP deadline is April 1, 2017. Since this is an Industrial site, zoned AI, the DASM would be the Authority overseeing this project with final recommendations to Mayor and Council.
- Agreement and Easement approved meeting of May 18th.
- **Conditional Release received from FAA by staff on July 14, 2017.**



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- Department of Navy Notice of Exercise and Training Areas: Last report on this item.



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- St. Marys Railroad: Mr. Paul Pleasant is offering a training opportunity for the City Council to learn about the RR and its operations. He can provide this at any time, but during the daytime is best as this will be done as part of a riding tour of the rail line.
- St. Marys Service Memorial: This idea was presented by Council Member Nutter and will be placed on the next Council meeting for discussion. This should be a private/public partnership led by a volunteer group strongly motivated and committed to this project. I have met with MOAA and the Eagles. Eagles have agreed to be the fiduciary group for this project. Mr. Marr and I met with the Masons on March 9 and they want to participate.
- **Solar Power: Hannah Solar appreciates the City Councils approval of the non-binding letter of intent on July 12, 2017. They have begun working on the submission of the REDI application to Georgia Power.**
- Mill Site:
 - General partnership agreement approved May 18th 2017.
 - **Rescheduling Work Session for maritime center development.**
- County Letter regarding Hotel and Motel tax program. Staff has sent a letter requesting further information. No formal reply as of the date of this report.

- Gilman Park WIFI and Video: Council requested that this be put out to formal bid as a question arose as to information provided to companies quoting. Formal bids are being prepared and will be sent out and advertised.
- Storm Water Enterprise Fund: Council requested that RFQ/RFP be developed for review. Staff has met and is developing this documentation for Mayor and Council review.
- JDA Draft Economic Incentive Proposal (MOU) for Wildlife Defense Systems is attached.



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- Festival/Event Approvals Alcohol or Street Closing:
 - Wee Pub Jon Lanston Concert 8/4/17 in parking lot and will use stage (8PM to 11:30PM). Alcohol sales approved in Parking lot in front of Wee Pub.
 - First Friday, August 4, 2017 (Alcohol).
 - First Friday, September 1, 2017 (Alcohol).
 - First Friday, October 6, 2017 (Alcohol).
 - Intracoastal Gateway Property 10/21/17. Wedding Reception (Alcohol).
 - George Washington Memorial Reenactment, February 2, 2018. Sponsored by Masonic Lodge. St. Marys St. and Osborne (1/2 Street Closing).

Respectfully submitted,


John J. Holman, ICMA-CM
City Manager